

REQUEST FOR COUNCIL ACTION

SUBJECT: Approve the 2015 Annual Meeting Schedule for the City Council, Planning Commission, and other City Boards and Committees

SUMMARY: State Statute [the Open Meetings Act, Utah Code Annotated, Title 52, Chapter 4] requires the City to provide 'public notice,' at least once each year, of the Annual Meeting Schedule of the City Council, Planning Commission, and other City Boards and Committees.

**FISCAL
IMPACT:** There would not be a fiscal impact

STAFF RECOMMENDATION:

Staff recommends approval of a Resolution setting the 2015 Annual Meeting schedule for the City Council, Planning Commission, and other City Boards and Committees.

MOTION RECOMMENDED:

"I move to approve Resolution 14- **218** , setting the 2015 Annual Meeting schedule for the City Council, Planning Commission, and other City Boards and Committees."

Roll Call vote required

Prepared by:


Melanie S Briggs, MMC
City Clerk

Recommended by:


Bryce Haderlie
Interim City Manager

BACKGROUND DISCUSSION:

State Statute 10-3-502 outlines Meetings, Procedure, and Conduct, "...the council of each municipality shall: (a) by ordinance prescribe the time and place for holding its regular meeting..., and (b) hold a regular meeting at least once each month." During the past year, the City Council has generally held two meetings per month, on the second and fourth Wednesdays; with additional Workshops scheduled when needed.

The City Clerk is directed and authorized to publish a copy of the approved Annual Meeting Schedules 1) at the principal office of the public body; 2) on the Utah Public Notice Website, and 3) at least one time in the "legal notices" section of the **Salt Lake Tribune** newspaper.

THE CITY OF WEST JORDAN, UTAH

A Municipal Corporation

RESOLUTION NO. 14-218

A RESOLUTION ADOPTING THE 2015 MEETING SCHEDULE FOR MEETINGS OF THE CITY COUNCIL, PLANNING COMMISSION, AND OTHER CITY BOARDS AND COMMITTEES

WHEREAS, Utah Code Annotated 52-4-202 requires that the City Council give notice once a year of its annual meeting schedule; and

WHEREAS, the City Council desires to establish the meeting schedule for the meetings of the City Council, Planning Commission, and other City boards and committees,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WEST JORDAN, UTAH:

Section 1. The City Council hereby adopts the 2015 Annual Meeting Schedules as listed below and attached as Exhibit A for the City Council, Planning Commission and other City boards and committees:

Meetings of the City Council. The City of West Jordan City Council will hold their meetings as outlined in the West Jordan Municipal Code, Section 1-13-3. (Specific dates attached)

Meetings of the Planning Commission. The Planning Commission will usually meet on the first and third Tuesday of each month with a pre-meeting at 5:30 p.m. and 6:00 p.m. for the business meeting, except on those dates where the meeting is canceled. Special meetings may be held at such times and locations as designated by the Planning and Zoning Commission or the City Council and for which public notice shall be given. (Specific dates attached)

Meetings of the Board of Adjustment. The Board of Adjustment will usually meet on the fourth Wednesday of each month at 6:30 p.m., as needed.

Meetings of other Boards, Commissions and Committees. The Arts Council, Budget Committee, Design Review Committee, General Plan Committee, Healthy West Jordan Committee, Historic Preservation Commission, Parks and Open Land Committee, Sister City Committee, Strategic Planning Advisory Committee, Sustainability Committee, West Jordan Events Committee, West Jordan Youth Committee, Western Stampede Committee, and will meet as needed.

Location of Meetings. All meetings described above, except those meetings for which notice is given that the meeting will be held at a different location, will be held at City Hall, 8000 South Redwood Road, West Jordan, Utah. Council Meetings may be held at other

locations as necessary and as lawfully designated by the City Council.

Section 2. The City Clerk is directed and authorized to publish a copy of the foregoing Annual Meeting Schedules 1) at the principal office of the public body; 2) on the Utah Public Notice Website, and 3) at least one time in the "legal notices" section of the Salt Lake Tribune newspaper. When so published, this public notice of the foregoing meeting schedule shall be deemed to have been given for the calendar year 2015.

Section 3. This Resolution shall take effect immediately.

Adopted by the City Council of West Jordan, Utah, this 3rd day of December 2014.

KIM V. ROLFE
Mayor

ATTEST:

MELANIE S. BRIGGS, MMC
City Clerk

Voting by the City Council	"AYE"	"NAY"
Jeff Haaga	_____	_____
Judy Hansen	_____	_____
Chris McConnehey	_____	_____
Chad Nichols	_____	_____
Ben Southworth	_____	_____
Justin D. Stoker	_____	_____
Mayor Kim V. Rolfe	_____	_____



**NOTICE OF
2015 ANNUAL MEETING SCHEDULE
OF
THE CITY COUNCIL
CITY OF WEST JORDAN, UTAH**

PUBLIC NOTICE is hereby given that the Annual Meeting Schedule for the West Jordan City Council for 2015 shall be as follows:

COUNCIL MEETINGS are usually scheduled for the second and fourth Wednesday of each month at 6:00 p.m., in the City Council Chambers, West Jordan City Hall, 8000 South Redwood Road, 3rd Floor, West Jordan, Utah.

All meetings of the City Council are open to the public unless closed pursuant to the applicable provisions of Utah's Open and Public Meetings Act. A written agenda of each open meeting will be posted in the lobby of City Hall no later than 5:00 p.m. on the Friday preceding such meeting, and a copy of the agenda shall be provided to at least one newspaper of general circulation within the City or to a local media correspondent.

At the discretion of the City Council, they may by motion, cancel, or change the time of any scheduled meetings, as they deem necessary.

Meetings in addition to those specified herein will be held, as circumstances require. Appropriate notice will be given for such meetings.

Scheduled dates for the 2015 City Council Meetings are as follows:

January 7, 2015	July 8, 2015
January 14-15, 2015, Strategic Planning Session	July 22, 2015
January 28, 2015	August 12, 2015
February 11, 2015	August 25, 2015 (Tuesday, Canvass Primary Election)
February 25, 2015	September 9, 2015
March 11, 2015	September 23, 2015
March 25, 2015	October 14, 2015
April 8, 2015	October 28, 2015
April 22, 2015	November 4, 2015
May 13, 2015	November 17, 2015 (Tuesday, Canvass General Election)
May 27, 2015	December 2, 2015
June 10, 2015	December 16, 2015
June 24, 2015	

Dated this 3rd day of December 2014

Melanie S. Briggs, MMC

City Clerk



**NOTICE OF
2015 ANNUAL MEETING SCHEDULE
OF
THE PLANNING COMMISSION
CITY OF WEST JORDAN, UTAH**

PUBLIC NOTICE is hereby given that the Annual Meeting Schedule for the Planning Commission of West Jordan City for 2015 shall be as follows:

PLANNING COMMISSION MEETINGS are usually scheduled for the first and third Tuesday of each month at 6:00 p.m., in the City Council Chambers, West Jordan City Hall, 8000 South Redwood Road, 3rd Floor, West Jordan, Utah. A pre-meeting is usually scheduled to begin at 5:30 p.m. (or later) prior to the business meeting.

All meetings of the Planning Commission are open to the public. A written agenda of each open meeting will be posted in the lobby of City Hall no later than 5:00 p.m. on the Friday preceding such meeting, and a copy of the agenda shall be provided to at least one newspaper of general circulation within the City or to a local media correspondent.

At the discretion of the Planning Commission members, they may by motion, cancel or change the time of any scheduled meetings as they deem necessary.

Meetings in addition to those specified herein will be held as circumstances require. Appropriate notice will be given for such meetings.

Scheduled meeting dates for Planning Commission Meetings are as follows:

January 6, 2015	July 7, 2015
January 20, 2015	July 21, 2015
February 3, 2015	August 4, 2015
February 17, 2015	August 18, 2015
March 3, 2015	September 1, 2015
March 17, 2015	September 15, 2015
April 7, 2015	October 6, 2015
April 21, 2015	October 20, 2015
May 5, 2015	November 3, 2015
May 19, 2015	November 18, 2015 (Wednesday)
June 2, 2015	December 1, 2015
June 16, 2015	December 15, 2015

Dated this 3rd day of December 2014
Melanie S. Briggs, MMC
City Clerk